

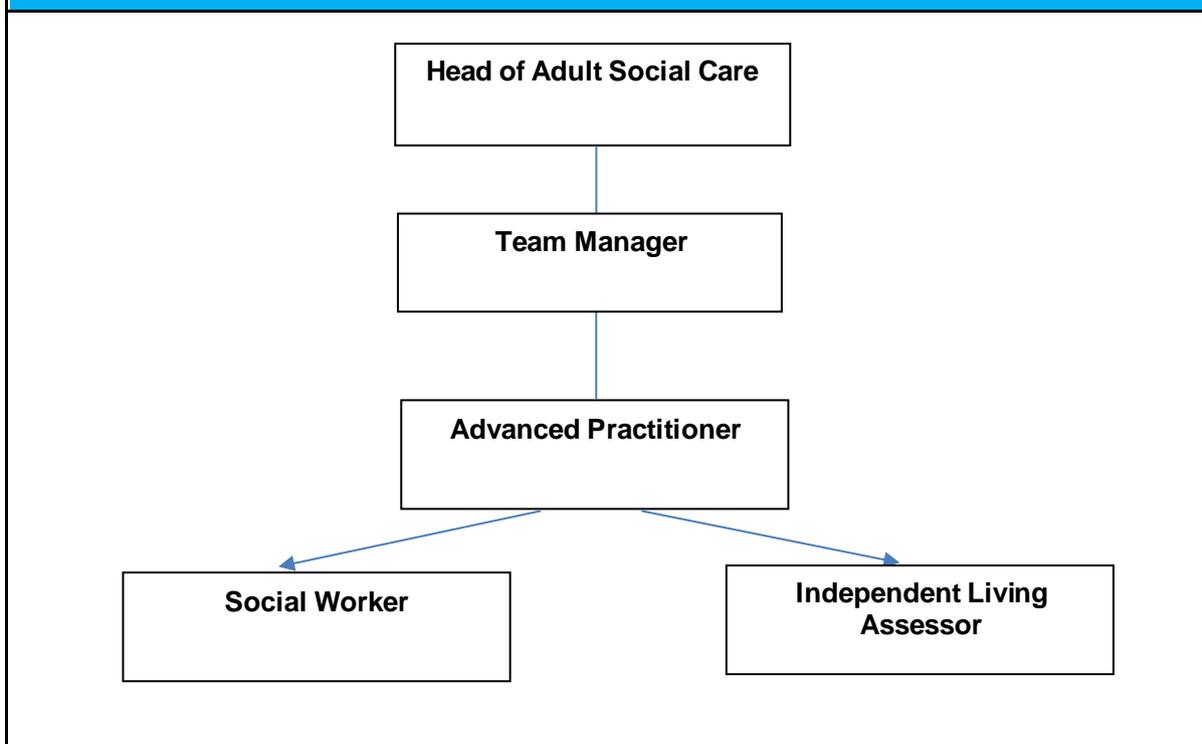
JOB DESCRIPTION

Job Title	Social Worker
Department	Adult Social Care
Section or Service	Adult Social Care
Grade	Grade F

DESIGNATION:

Responsible to:	Team Leader, Adult Community Services
Employees directly supervised (if applicable):	N/A

Family Tree



1. JOB PURPOSE:

To provide a professional assessment and care management service to people over 18, including older adults or those who have long term health conditions and are residents of the borough. Supporting adults to meet their individual needs and improve their wellbeing.

2. DESCRIPTION OF DUTIES:

- Promote independence, choice and control for all vulnerable residents of the borough, including timely access to information and advice.
- Assess the needs of residents in accordance with the Care Act (2014) and to devise, implement, monitor and review plans for service users and carers.
- Support the delivery of personalised care and support to residents of the borough in order to promote greater choice and control for service users and their carer's.
- Accountable for professional actions and decisions in accordance with the professional regulator for social work, Social Work England
- Work effectively and in partnership with other professionals from statutory and voluntary organisations.
- Collate information for strategic commissioning purposes and contribute to the duty service.
- Participate in team and service developments including project work.
- Working knowledge of and be conversant with the relevant legislation.
- Lead safeguarding investigations and ensure that practice and decision making is in accordance with local policies and procedures and the Care Act (2014). That decisions are underpinned by a good understanding of the Mental Capacity Act (2004) and reflects best practice in applying Deprivation of Liberty Safeguards.
- Maintain excellent records in line with the council's case recording policy and be conversant with the Department's I.T. systems.
- Prepare and contribute to supervision sessions and inform the line manager of all matters of a complex or contentious nature
- Undertake training as identified in conjunction with the line manager and to disseminate information and share knowledge with the team

- Carry out the responsibilities of the job at all times with due regard to anti-discriminatory practice, confidentiality, and departmental values and standards

The duties and responsibilities outlined in this job profile are indicative of the role, however they are not exhaustive and may be subject to change. In addition, you will be required to undertake other reasonable duties as directed by your manager.

SELECTION CRITERIA/PERSON SPECIFICATION

Job Title:	Social Worker – Adult Social Care
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Conditions to Note:

Candidates:

When completing your application form, please address your answers directly to each of the selection criteria below. This enables the panel to assess your ability to meet each criterion. It is essential that you give at least one example of your ability to meet each of the four Values and Behaviours: Putting Communities First, Respect, Integrity and Working Together.

Recruiting Managers:

The following values and behaviours are essential criteria in each post and must be addressed directly by candidates. The Guidance Notes on values and behaviours for managers give example questions to probe candidates in the interview and application stages of the recruitment process.

Value & Behaviours

The Royal Borough of Kensington and Chelsea has identified four key behaviours and values that should be demonstrated by all council employees. Successful candidates will show the ability to meet these behaviours.

A	<p>Equal Opportunities</p> <ul style="list-style-type: none"> • Demonstrate an understanding of and commitment to Council policies in relation to Equal Opportunity, Customer Care and service delivery, and the ability to implement these policies in the workplace.
B	<p>Qualifications</p> <p>Essential:</p> <ul style="list-style-type: none"> • BA, BSc, DIPSW or CQSW or MA in Social Work or equivalent • Registered with Social Work England • Commitment to undertake CPD training as required
C	<p>Skills; Experience and Attitude</p> <p>Essential:</p> <ul style="list-style-type: none"> • Experience working with vulnerable adults and/or children within a health and social care setting. • Knowledge and understanding of relevant Social Care legislation e.g. Care Act (2014). Experience of using the Care Act in practice and an understanding of eligibility criteria. • Experience of writing strength-based assessments, personalised support plans and goal setting.

- Experience of working with adults from a range of different cultural and ethnic backgrounds.
- Ability to undertake Mental Capacity Assessment in accordance with the Mental Capacity Act 2005.
- Knowledge of safeguarding procedures and making safeguarding personal. Experience in leading safeguarding investigations.
- Able to communicate clearly and appropriately with members of the public, colleagues – both verbally and in written form.
- Experience of participating in multidisciplinary meetings and experience of partnership working with a wide range of statutory and independent organisations.
- Able to work effectively under pressure and respond appropriately using risk assessments and legislation to guide practice. Ability to gather relevant information and analyse objectively.
- Able to work within a complex environment and demonstrate resilience and commitment to supporting customers to achieve their outcomes.
- Able to plan, manage, prioritise workloads, demonstrating good time management skills.
- Maintain high standards of professional practice as set by the Council and Social Work England.
- Good IT skills and knowledge of Electronic Case Management Systems

Other Requirements:

- Ability to travel by public transport or car.
- Must be able to work evenings /weekends and Bank holidays as and when necessary.
- Willingness to work in a range of setting /locations depending on the needs of the service.
- Adhere to and apply the professional standards of Social Work England.
- Ensure that professional registration and DBS are current and up to date.
- Willingness to undertake best interest assessor and practice teacher education as appropriate as part of CPD and grade progression.
- Undertake other duties commensurate to the grade of the post.

Our Values & Behaviours	
D	<div style="background-color: #00bcd4; border-radius: 10px; padding: 5px; text-align: center; margin-bottom: 10px;">PUTTING COMMUNITIES FIRST</div> <ul style="list-style-type: none"> • We put local people at the heart of decision making in everything we do. • We seek to include and involve: all voices matter. • We provide quality services that are responsive, effective and efficient. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I actively involve and include the communities that I serve in my work. • I shall reflect the views of the communities in my daily work. • I shall improve the service I provide through seeking feedback from others. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I have been included • I can see how my views have been taken into account • I can see improvements and developments based on my input
E	<div style="background-color: #4caf50; border-radius: 10px; padding: 5px; text-align: center; margin-bottom: 10px;">RESPECT</div> <ul style="list-style-type: none"> • We listen to everyone and value the personal experiences of people in our communities and of each other. • We adopt a fair, and involving approach regardless of any way in which an individual is different to us. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I adapt my approach to take account of all differences and cultures in the community and with colleagues. • I ensure I am equitable and fair by including those who are quiet or may not be able to represent themselves. • I communicate in a way that is respectful, encourages involvement and meets people's needs. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I feel my culture and background are respected. • I have confidence that action is being taken. • I feel I am being treated fairly.
F	<div style="background-color: #00bcd4; border-radius: 10px; padding: 5px; text-align: center; margin-bottom: 10px;">INTEGRITY</div> <ul style="list-style-type: none"> • We act with openness, honesty, compassion, responsibility and humility. • We let people know what we are doing and communicate why and how decisions have been made. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I demonstrate empathy in my interactions with others. • I am honest and transparent about the decisions I take. • I follow through on the actions I say I will take and take ownership for communicating the outcome. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I am told when something is not possible and the reasons why are explained to me. • I feel my perspective is listened to and understood. • I feel my views are valued

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WORKING TOGETHER

- We work together and in partnership with everyone that has an impact on the lives of our residents.
- We want to understand, learn from each other and continually adapt.

The following examples are indicators of effective behaviour:

- I work with others to provide an effective service for residents, local communities and other departments within the Council.
- I seek ways to work with other departments to deliver a seamless service and find opportunities to improve.
- I seek out opportunities to learn from my colleagues and build on good practice.

Our residents will feel that:

- I can get my issue resolved without being passed around departments.
- I find it easy to access the services that I need.
- I feel the Council is open to new ideas.